

Minutes of the Finance Committee
First United Methodist Church, Santa Rosa
Wednesday, August 21 2019 — Carriage House

Present: Sam Cox (Chair), Janet Tonkin, Jack Dupre, Larry Wofford, Naomi Niimi, Mike Ferrel, Peg Ferrel, Kris McKelvey Pastor Lori Sawdon, and Janis Brewster, Church Operations Manager

Sam called the meeting to order. An opening prayer was offered. The minutes of the July meeting were approved by consensus.

New Bookkeeper

Janis reported that our new bookkeeper, Laura Blum, has started work. Janin Comiskey and she have been working together during this transition period.

July financial statements

We had a loss of \$18,662 for the month.

1. The total of operational and mortgage pledge payments was \$34,763, versus July, 2018's total of \$51,329;
2. The workers compensation insurance charge for July was \$4,546, due to an adjustment made to correctly reflect the last three months of our annual premium --- the premium year runs from April-March, and the relationship between the church's expense and the preschool portion of the premium had not been previously stated correctly;
3. The utilities expense for July was \$9,209, significantly higher than normal, because July was the month for the PGE "true-up" charge, which results from the annual calculation between regular rates and the solar rates.

So while we still compare well "bottom line" to the first seven months of 2018 (\$3,282 this year versus a loss of \$27,096 last year), we have cut into the margin we have enjoyed so far in 2019.

Reports Of Related Church Groups

The committee discussed the benefits and appropriateness of the Finance Committee reviewing financial reports on a quarterly basis from the Preschool, the Fijian Language Ministry, and UMW. Conclusions:

1. It is important that the Finance Committee receive and review the financials from the Preschool, given its scope and potentials for liability and in keeping with the recent policy recommendations of the Preschool-Church task force;
2. Regarding the Fijian Language Ministry, it is helpful that this group's treasurer, Tokasa Buinimasi is a member of our Committee. Our committee, as a part of the communication Pastor Lori has with the Fijian Language Ministry, will offer the Fijian Ministry leadership any assistance needed for developing United Methodist Church financial reporting and budgeting procedures. The Finance Committee will receive quarterly financial reports from the Fijian Ministry.

3. While we deem it generally unnecessary to review UMW finances, Peg indicated she is amenable to providing monthly financial reports to satisfy any Conference guidelines for auditing.

How Are We Doing?

The committee discussed perspectives on how we are doing in fulfilling our role, meeting effectiveness, etc. Comments included the view that we use our time at meetings expeditiously; that it helps to have significant features of the monthly reports highlighted for members prior to the meeting; and that it is good that we have a separate committee to work on the stewardship activities.

Financial Policy Development

The sub-committee of Mike, Janet, Janis and Sam will meet in October to work on a set of financial policies. We have access to models from other churches and the Conference.

The meeting closed at 8:15 p.m. with prayer led by Pastor Lori.

(Notes taken by Sam)